

**COUNTY OF SAN DIEGO, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

Subject

Fleet Vehicle And Mobile Equipment Acquisition Policy

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Purpose

To establish a policy governing the purchase of County vehicles and mobile equipment, hereinafter referred to as vehicles, to maximize fuel efficiency and control costs. It is the intent of this policy to establish recommended vehicle replacement criteria, limit the procurement of non-fuel-efficient vehicles and to encourage the purchase of vehicles that provide maximum fuel efficiency. The goal of this policy is to realize cost savings through fuel conservation and to protect the public health and environment by reducing the County's carbon footprint and greenhouse gas emissions.

Background

County Charter Section 501.5 authorizes the Board of Supervisors to provide for the regulation and operation of County vehicles. In accordance with this charter provision, the Board has adopted ordinances further defining the use of County-owned vehicles and designating the Director of General Services as the officer in charge of allocating and controlling the use of County vehicles with the exception of those under the direction of the Department of Public Works. This policy applies to the responsibilities of both departments. The provisions of this policy are applicable to all County-owned vehicles without regard to the revenue source or fund from which they are acquired.

The County is responsible for protecting the public health and environment, and for the responsible expenditure of public funds. In the area of vehicle use, these goals can be achieved by purchasing the most fuel-efficient, lowest-emission vehicles available.

Policy

It is the policy of the Board of Supervisors that:

1. All vehicles purchased for the County of San Diego's fleet will be: a) consistent with the Board-approved program to standardize fleet vehicles; b) the most fuel-efficient and lowest emissions within the vehicle class/type; c) commercially available; d) practical; and e) reasonably cost-competitive for the class/type of vehicles needed for specific assignments.
2. The Department of General Services will work with departments that operate County vehicles to identify opportunities to replace Fleet vehicles with fuel-efficient vehicles.
3. The Directors of General Services and Public Works will work within the County of San Diego Climate Action Plan utilizing the Climate Registry Program (Current Research Information System – CRIS) to identify the County's carbon footprint and greenhouse gas emissions related to vehicles. Upon establishing a baseline, a structured clean fleet strategy plan will be developed. A transition and implementation plan will be prepared, which identifies methods to lower fuel consumption through the use of valid fleet-specific alternative fuels and/or technologies and do so in a cost-effective, fiscally responsible way.

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4. Departments that request alternatives to the standard County vehicle, mid-sized and smaller sedan, must provide justification by the Director of the requesting department and be approved by the respective Director of General Services or Public Works.
5. The Directors of General Services and Public Works will, on an ongoing basis, evaluate the most economical time to replace County vehicles. Factors to be used in evaluating replacement will include: age, accumulated usage, condition, maintenance/cost history, suitability of assignment and other related factors.

Responsible Departments

1. Department of General Services
2. Department of Public Works
3. Department of Purchasing & Contracting

Sunset Date

This policy will be reviewed for continuance by 12-31-2017.

References

02-24-04 (2)
03-22-05 (6)
12-09-08 (33)
06-28-11 (9)